

Ima Knight

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EDUCATION

Marian University, Indianapolis, IN
Bachelor of Science in Accounting & Finance
GPA: 3.3/4.0

Expected December 2017

AWARDS

Marian University 21st Century Full Tuition Scholarship

August 2013-Present

- Selected out of several candidates to receive full tuition based on outstanding academic merit, financial need, and commitment to community through volunteer service

Marian University Aspiring Leader Award

May 2016

- Recognized for commitment to volunteer service, academic achievement, and demonstrated leadership

ACTIVITIES

Marian University, 21st Century Scholars Mentor Lead

August 2014-Present

- Guiding and directing the college transition for incoming scholarship recipients
- Coaching and consulting with mentors to aid leadership development, communication skills, etc.
- Maintaining scholar outreach by tracking mentee's academic and scholarship requirement progress

Marian University Office of Admission, Orientation Leader

August 2014-August 2016

- Served as a Marian University liaison to new students and their families
- Assisted students and parents with orientation, registration, financial aid, and housing processes

EXPERIENCE

KinderCare, Indianapolis, IN

June 2016-Present

Preschool Teacher

- Focusing on enrichment of childhood care experience to develop students cognitively, emotionally, and socially
- Leading classroom activities and lessons tailored to age group's interests and learning capabilities
- Planning and implementing weekly lesson plans under supervision of state and learning center standards

BKD, LLP, Indianapolis, IN

January-June 2017

Tax Intern, Healthcare Reimbursement Intern

- Applied knowledge of tax preparation to complete tax returns using *ProSystems* and *GoSystems* software
- Prepared Medicare and Medicaid reports for Indiana-based nursing home facilities using *HFS* Software
- Assisted staff with preparatory stage of financial statements for delivery to clients using *Fixes Assets CS* software

Marian University, Indianapolis, IN

August 2014-Present

Peer Tutor, Accounting & Finance

- Recommended for exemplary course accomplishments to serve as Introductory and Advanced Accounting tutor
- Analyzing student comprehension to develop study sessions and meet instructional goals
- Consulting with students and teaching staff on Academic Engagement Center services, scheduling, tutors, etc.

Haywood Henn, P.C., Indianapolis, IN

January-May 2016

Tax Intern

- Completed various tax returns for high net worth individuals and their closely held businesses using *UltraTax*
- Utilized *Fixed Assets CS* and extensive Microsoft Excel skills to complete assorted financial statements for clients
- Worked closely with clients to articulate their needs in order to meet their financial goals